

GRIMES COMMUNITY COMPLEX FACILITY INFORMATION

Grimes City Council Approved 2/2010

GCC ROOM RATES

Rooms	Resident Fee/Local Businesses*	Non-Resident Fee**
Banquet Hall (Mon-Fri 8am-3pm)-	\$25/hr	\$50/hr
Banquet Hall (Eves 3-10pm)-	\$30/hr	\$60/hr
Banquet Hall (Sat., Sun.)-	\$30/hr	\$60/hr
Banquet Hall (Sat., Sun.)-	\$250/day	\$500/day
Kitchen/Cafeteria #300-	\$25/hr	\$50/hr
Kitchen Only #300-	\$15/hr	\$30/hr
Gym #301 -	\$20/hr	\$40/hr
Room #400-	\$20/hr	\$40/hr
Room #102-	\$20/hr	\$40/hr
Batting Cage #103 -	\$10/hr	\$20/hr
Meeting Rooms #106 OR #107 -	FREE	\$10/hr
Board Room #302 -	FREE	\$10/hr

*Those living in the DCG School District.

**Those living outside the DCG School District

-Non-profit organizations will be charged ½ the amounts of the resident fees.

GCC ROOM DESCRIPTIONS

Gym: 2 adjustable Baskets with bleachers and balls. Baseball and softball teams must use soft-balls, no real balls/bats allowed. Non-marking tennis shoes required. Can only reserve up to 3 months in advance.

Kitchen & Cafeteria: Holds up to 60 people, 52" big screen TV, 60" round tables and serving space for food and drinks. Full-size kitchen includes deep freezer, coffee pots, microwaves, 2 stoves and full-size refrigerator. Utensils and paper products not available.

Banquet Hall: Located in the NW part of the facility. Holds up to 175 standing, 120 people sitting, 120 seated at round tables. Has sound system, microphone, big screen & projector**, refrigerator, sink, and 175 padded chairs. ½ the total amount of rental is due at the time of reservation with the final half due the day of the event. Alcohol is allowed in this room only, with additional fees for a security officer and deposit*.

Room #400: Located in the north central part of the facility. Holds up to 40 people with a TV, tables and chairs.

Room #102: Holds up to 50. Located on the south side of the GCC across from the batting cage.

Board Room #302: Holds up to 15 located by the gym.

Batting Cage: Located on south side of facility. Adults must supervise those using the cage at all times.

*For all events when alcohol is going to be served on city property, a damage fee of \$100 shall be on deposit until after the event has occurred and the place is inspected. The deposit can be obtained from the Grimes Parks and Rec Office three business days after the event has occurred. Any costs for repair of damages incurred during the event will be deducted from the deposit. Additional costs for repairs of damages over and above the \$100 deposit shall be the responsibility of the renter. As well, the renter is responsible for hiring a professional security guard employed with a reputable security firm to be on site the entire length of time of the event in full uniform. Off-duty police or deputies qualify. Before the room can be reserved, the proof of contract with security personnel must be presented to either the Park & Recreation Office or City Hall plus \$100 refundable deposit plus ½ rental fee. The other ½ is due the day of the event.

**Please contact Ryan Burger, local DJ, at 515-778-3030.

GCC FACILITY HOURS

Fall/Winter (September-March)

Monday – Friday	5:00am – 9:00pm
Saturday	7:00am – 9:00pm
Sunday	12:00pm – 9:00pm

Spring/Summer (April-August)

Monday – Friday	5:00am – 8:00pm
Saturday	7:00am – Noon (Office 9am-12)
Sunday	Closed (Reservation only)

Closed on these Holidays: New Year's Eve & Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve & Day

HOLIDAYS & AFTER-HOURS

An access card must be purchased (\$25) for holiday or after-hour parties. If you already have one, have it activated for the time of your party. Please stop in to the Grimes Parks and Rec Office (Located at 410 SE Main St.) to purchase this card. The City of Grimes has the right to refuse any parties after-hours.

FORMS & RESERVATION INFO

The GCC Rental Agreement Form must be read and signed by the rentee prior to the rental. All reservations must be pre-paid and are non-refundable. Call the Grimes Parks and Recreation Office, located in the GCC, at 515-986-2143, or email Brett Barber at bbarber@ci.grimes.ia.us, or stop by during facility hours to reserve.